

**Date:** October 9, 2008**To:** City Manager for Council Action**From:** Director of Planning and Inspection**Subject:** Request Council Approval to Set Salary at Step 2 of the Salary Schedule for Newly-Hired Assistant Planner II Rachael Grossman**EXECUTIVE SUMMARY:**

The Planning and Inspection Department is hiring Rachael Grossman as an Assistant Planner II. Based on her interviews, Rachel demonstrated an ability to convey and organize complex information. Her verbal and technical skills were both impressive. She also has almost seven years of direct public sector professional-level planning experience. Additionally, Rachael indicated direct knowledge on the environmental processes and requirements of the California Environmental Quality Act as well as an understanding of some of the most recent State legislative changes.

In recognition of her experience and knowledge, staff is recommending that Rachael be appointed at Step 2 of the salary range.

ADVANTAGES AND DISADVANTAGES OF ISSUE:

Appointment at Step 2 will allow the Planning and Inspection Department the opportunity to hire a well-qualified candidate at a salary commensurate with her experience. There is no disadvantage.

ECONOMIC/FISCAL IMPACT:

Salary at Step 2 is 4.8% higher than Step 1, resulting in an additional cost of approximately \$3,384.16 per year. No budget modifications will be necessary.

RECOMMENDATION:

That the Council approve the request to set the salary of newly-hired Assistant Planner II Rachael Grossman at Step 2 of the salary schedule.

Kevin L. Riley
Kevin L. Riley, AICP
Director of Planning and Inspection

Reviewed by:

Alan Christenson
Alan Christenson
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APPROVED:

Jennifer Sparacino
Jennifer Sparacino
City Manager

Documents Related to this Report: None